

**Emergency Contingency Contract for Roll-Off Containers, Portable Toilets, &  
Handwashing Units  
Rfx: 3000016369**

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**Attachment B – Scope of Work**

**SCOPE OF WORK FOR ROLL-OFF CONTAINERS AND WASTE DISPOSAL  
SERVICES**

Vendor will be required to furnish the necessary containers as specified in this bid. Specific locations and numbers will be determined by the designated agency representative.

Hours of collection must be approved by appropriate agency personnel to conform to their schedules. Additional pickups may be required and must occur within twenty-four (24) hours after agency request.

**VENDOR MUST ALSO CONFORM TO THE FOLLOWING:**

- (1) Vendor will be responsible for maintaining, deodorizing, disinfecting and/or replacing containers. Responsibility also includes any/all cost for chemicals needed to sanitize equipment.
- (2) Upon agency request, all containers must be thoroughly cleaned and disinfected to prevent possible disease or odor.
- (3) All containers must be treated with insecticide, pesticide or whatever product is needed to control flies, rodents, etc.
- (4) Cleaning of spills or leaks resulting from disposal operations shall be the responsibility of the vendor. Vendor shall be responsible for keeping loading areas, including cleanup of any paper or general trash in the immediate vicinity of the containers, reasonably clean and in a sanitary condition at all times in a manner acceptable to the agency.
- (5) Vendor shall be responsible for maintaining and keeping equipment at the location to ensure continuous service for trash collection. The agency assumes no responsibility for the condition of the equipment. All containers placed at the agency by the vendor will be adequately insured as the agency will not assume any responsibility whatsoever for the containers. The vendor is warned that he must assume the necessary liability for the damages and injury to the property and employees of the agency while on State property.
- (6) Vendor will be required to use only Louisiana Department of Health (LDH) approved landfill sites to dispose of refuse. The landfill site will not be provided by the agency.
- (7) The vendor will deliver containers with the bottom of the front load containers being a minimum of ten (10) gauge. The container must be watertight, fitted with a properly hinged lid and must meet Louisiana Department of Health (LDH) standards. The lids of all containers must have handles and be constructed so that insects or rodents cannot enter closed containers.

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(8) The vendor must pick up all garbage in an appropriate garbage truck suitable to the type of container used. A “suitable garbage truck” means that the truck must be constructed specifically and solely for the purpose of picking up garbage and the truck must have passed Federal, as well as, Louisiana State Department of Public Safety (DPS) standards. Proof must be submitted upon request.

(9) The bidder must provide a backup plan in case of equipment failure, upon request.

(10) Pricing offered on any line item shall be all inclusive, with no additional charge to the State of Louisiana, except as provided for within this solicitation.

(11) The agency will be responsible for providing access to containers, however, vendor will be responsible for damage, such as broken curbs, ruts, etc., outside of normal access drives.

### **SCOPE OF WORK FOR PORTABLE TOILETS AND HAND WASH UNITS**

Vendor shall furnish all management, maintenance, labor, materials, supplies, tools, equipment, delivery and vehicles necessary to provide (on a rental basis) portable outdoor single and ADA Compliant toilets (with ramp), chemical toilets complete with urinals and fiberglass seats, two (2) and four (4) hand wash units and ADA Compliant hand wash units. Each portable toilet and/or portable hand wash unit must be fully functional, upon delivery.

Specific locations and numbers will be determined by the designated agency representative. This information will be given to the vendor a minimum of twenty-four (24) hours prior to the requested delivery date.

#### **VENDOR MUST ALSO CONFORM TO THE FOLLOWING:**

(1) Cleaning service required daily, this may include service on weekends and holidays. Relocation may be required at any time of the portable toilets and/or hand wash units.

(2) A card shall be attached inside each unit. This card should be completed with the time, date, and signature after each cleaning. The State of Louisiana will direct any extra cleaning of the units, when required. The State of Louisiana will conduct periodic inspections to evaluate the vendor's performance.

(3) Vendor shall be available to service, clean, repair or relocate units within eight (8) working hours of notification, if road conditions permit, seven (7) days a week.

(4) Vendor will be responsible for furnishing all materials and supplies needed for full functionality; including but not limited to toilet tissue, hand washing soap and paper towels.

(5) Units damaged by vandalism, storm or accident shall be replaced by the vendor at no additional expense to the State of Louisiana. Units found with minor damage shall be repaired or replaced as necessary. The State of Louisiana will direct the replacement or repair of units as the need arises. If there is a need to remove a unit while doing repairs, a temporary unit will be put in its place.

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(6) Vendor shall obtain and maintain any Louisiana permits required in accordance with the Louisiana Department of Health. Vendor shall maintain all certifications or permits in accordance with all federal, state and local regulations and requirements.

(7) The vehicles used for services shall be washed as required to ensure they are free of dirt, odor and debris. In the event of a leak or spill, all fluid shall be cleaned from the area immediately using approved methods of collection and disposal. The vendor must immediately notify the appropriate agency of any spills that occur.

(8) Pricing offered on any line shall be inclusive, with no additional charge to the State of Louisiana, except as provided for within this solicitation.

(9) Vendor shall continue service during periods of inclement weather. In cases of severe weather, the designated agency representative may authorize exceptions. When an exception is authorized due to severe weather, the vendor shall make up missed collections within twenty-four (24) hours after the severe weather has terminated.